



## Local Rule Changes as of November 4, 2005

### U.S. District Court, Texas Eastern

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Here are noteworthy changes to the local rules enacted on November 4, 2005 by General Order 05-19:

- **Sealed documents filed on CD-ROM disk.** Sealed documents must be filed with the court on a CD-ROM disk - not on paper and not via the Internet - per Local Rule CV-5(a)(7). The documents on the disk will be uploaded by court staff to the CM/ECF electronic filing database as sealed documents. This procedure eliminates the need to scan voluminous documents. It also ensures that there are no unauthorized disclosures of sealed materials. When a sealed order is entered by the court, a copy will be sent to the lead attorney, who is then responsible for distributing the order to all other counsel of record for that party
- **Proposed orders filed in "searchable PDF" format.** Per Local Rule CV-7(a), motions, responses, replies and proposed orders, if filed electronically, must be submitted in "searchable PDF" format. This format is more useful for attorneys, judges and court staff.
- **Redacting address information.** Per new Local Rule CV-10(e)(5), attorneys are required to redact personal addresses in court documents so that only the individual's city and state are mentioned.
- **"Lead attorney."** In Local Rule CV-11, "attorney-in-charge" has been changed to "lead attorney," the term that is used in the CM/ECF database.
- **Codes of Pretrial and Trial Conduct endorsed.** Local Rule AT-3 was amended to encourage attorneys to conduct themselves in accordance with the Codes of Pretrial and Trial Conduct promulgated by the American College of Trial Lawyers.
- **More flexible use of exhibit list information.** An amendment to Appendix D requires parties to provide the information set forth in the exhibit list form available on the court's website, but gives parties the option of reorganizing existing data (e.g., creating columns in an exhibit list spreadsheet or table to track the columns on the Court's form) to provide the information directed by the court.
- **Court can review mediator's fees.** Appendix H, the Court-Annexed Mediation Plan, was amended to reserve the court's right to review mediator fee arrangements and to require mediators to, when appropriate, serve pro bono or at a reduced fee.
- **Electronic devices in courthouses.** New Appendix N specifies who may and may not carry electronic devices into courthouses. Per this rule, members of the public and jurors are not allowed to carry cell phones and other electronic devices into the courthouse. Signs announcing this will be deployed soon. Attorneys and law enforcement officers are allowed to carry cell phones and other electronic devices into the courthouses, subject to certain restrictions. Section (5) of this rule permits the use of wireless technology by attorneys in courthouses subject to the order of the presiding judge.

General Order 05-19 and an up-to-date version of the local rules can be found on the court's website, located at [www.txed.uscourts.gov](http://www.txed.uscourts.gov).